



Town of Stow
OFFICE OF THE TOWN CLERK
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RUNNING FOR OFFICE CHECK LIST

- Terms Due to Expire:** Review list of positions available on this year's ballot.

- Annual Town Election Calendar.** Note the last day to obtain and return nomination papers.

- Nomination Papers**
Request from the Town Clerk. Circulate for signatures. Be sure to submit more than the required number (40) for certification so you do not fall short in the event of signatures not certified. All signatures must be legible and written substantially as registered to vote. A **guideline sheet** is provided in candidate packet when you take out nomination papers.\

- Campaign Finance Activity**
State law requires an accounting of all money received or spent in the course of a political campaign. Candidates are required to submit regular campaign finance reports and to comply with the campaign finance laws and procedures. It is the responsibility of all those participating in political campaign financing in Massachusetts to become knowledgeable with the **Campaign Finance Guide**, the provisions of the campaign finance law and its regulations.
Reporting forms:
Municipal Campaign Finance Report - [CPF M 102 Instructions](#) ([Sch. A addendum](#)) ([Sch. B addendum](#))
Municipal Campaign Finance Report - No Financial Activity - [CPF M 102-0](#)

- Political Signs**
Stow's Zoning Bylaw (chapter 6.3 Signs) provides information relative to signage and is regulated by the Stow Building Inspector. (6.3.6.6) Signs endorsing political campaigns or issues are exempt, provided such signs are no larger than six (6) square feet and are removed within seven (7) days after the election to which they pertain; and (6.3.6.7) signs showing the name only of the resident for identification are not exempt, but shall not require a permit. The Building Commissioner is the Zoning Bylaw enforcement officer.

- Campaign Activities on Election Day**
Campaigning, or any action intended to influence the action of a voter, **is NOT allowed within 150 feet of the entrance door to the polling location.** Prohibited actions include but are not limited to: holding any campaign signs; circulating or distributing campaign materials/stickers; wearing any clothing, campaign buttons or identifying signage; soliciting a person's vote for or against a candidate or question on the ballot.